



**A MEETING OF ALCESTER TOWN COUNCIL FINANCE AND
GENERAL PURPOSES COMMITTEE WAS HELD ON
TUESDAY 26th NOVEMBER 2024 AT 7.00 pm
AT GLOBE HOUSE, PRIORY ROAD, ALCESTER**

Present

Cllr M Bowe (Mayor), Cllr D Henderson (Deputy Mayor), Cllr G Forman, Cllr K Cargill, Cllr V Blake and Cllr A Foster

In attendance Mrs V Lowe, Town Clerk

PUBLIC PARTICIPATION

None

1. Apologies

None – all councillors present.

2. Declarations of Interest

There were no declarations of interest on agenda items.

3. Minutes of Previous Meetings

The minutes of the previous meeting had been signed at Full Council.

4. Matters arising (not otherwise dealt with on the Agenda)

The Town Clerk updated Councillors on completion of the new leases at the Alcester Town FC site. Completion is now planned for 6th December.

The Town Clerk had still not received advice from the NALC legal team on the draft Flexible Working Policy.

5. Staffing Issues

- a. The Town Clerk reported that staff had been paid for November including the backdated pay arising from the national pay settlement.
- b. The Town Clerk and Wendy Sherwood, Health and Wellbeing Co-ordinator had attended a Talk Cancer presentation on the day of the meeting run by Cancer Research UK.
- c. The Deputy Town Clerk had attended ICCM training on Cemetery Management and Compliance.

6. Finance Issues

- a. The monthly management accounts which had been circulated in advance were approved.
- b. The Town Clerk had circulated the engagement letter from the internal auditor, Louise Baudet of Town & Parish Council Audit Services. The fee of £450 was noted and agreed. The contents of the letter and the scope of the audit were also agreed and the Town Clerk was authorised to accept.
- c. The invoice for the insurance premium payable on the Greig Hall had been received and had been paid. The Town Clerk is seeking information from SDC to determine the split between the Hall and the squash courts before invoicing The Greig Hall CIO for their share.
- d. Allotment renewals are well underway. 25% have already renewed and paid. 7 plots are not being renewed - these will be filled from the waiting list.
- e. The Town Council has been awarded a donation of £500 from the Tesco "blue" token scheme for the holiday lunch club project.

7. Co-option Policy

The proposed amendments to the Policy were discussed and several updates to the policy were agreed. There will be a proposition to Full Council to approve the updated Policy.

8. Propositions to Full Council

There is a proposition at 7. from the Committee.

The meeting was then closed by the Mayor.